

**REFERRAL OF CIVIL WAGE AND PENALTY ASSESSMENT**

Case No.: \_\_\_\_\_

Referred to Legal Section in: \_\_\_\_\_

Referred by: \_\_\_\_\_ Office: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax No.: \_\_\_\_\_

Enclosed please find a certified copy of the Civil Wage and Penalty Assessment dated \_\_\_\_\_ and issued in DLSE Case No. \_\_\_\_\_, with Proof of Service attached thereto.

On \_\_\_\_\_, I contacted \_\_\_\_\_ at the Civil Wage and Penalty Assessment Review Office and confirmed that no Request for Review had been received by that office from the prime contractor, any affected subcontractor, or any bonding company as of that date.

Pursuant to Labor Code section 1742(a), the assessment has become final.

On \_\_\_\_\_, I contacted Mr./Ms. \_\_\_\_\_, a representative of the awarding body at telephone number \_\_\_\_\_. I was informed that the awarding body is withholding \$\_\_\_\_\_ under the Civil Wage and Penalty Assessment.

\_\_\_\_\_  
Deputy Labor Commissioner I

\_\_\_\_\_  
Date

Approved by:

\_\_\_\_\_  
Senior Deputy Labor Commissioner

\_\_\_\_\_  
Date